

**Capital Improvements Committee Meeting Minutes**  
**Montague Town Hall, Upstairs Conference Room**  
**One Avenue A, Turners Falls MA**  
**May 15th , 2019**

Attendees: Capital Improvements Committee members Josh Lively, Greg Garrison, Steve Ellis, Fred Bowman

**I. Approve minutes from March 20th CIC meeting.**

Mr. Ellis motions to approve minutes of March 20th meeting, Mr. Garrison seconds. Motion passes 5-0

**II. Review the FY 19 CIC process and consider possible improvements.**

Mr. Lively suggests removing the the highly recommended category and leaving only the recommended category instead after hearing feedback from the Finance Committee

Mr. Lively suggests moving the deadline for Capital Article Request to before the first go the year. Goes on to explain that the timeline currently doesnt allow enough time to review requests as throughly as they could be. Mr. Ellis suggests October 3 as a possible deadline date.

**III. Review Capital capital projects that are in process or must soon be initiated.**

Mr Ellis states that the Parks and Rec building roof is shot. Natalie Blais has a \$25,000 request in for the roof. only covers a fraction of the estimated cost.

DPW is almost in need of a new sweeper, Discussed purchase vs lease. Mr. Garrison tells CIC that Fincom traditionally approved lease.

MR. Ellis states that the Town has one bidder for 2 roofs ( Shea and Town Hall Annex) at \$230,000

Mr. Ellis updates group on Colle Opera House. In process. Will take all summer. Renaissance Builders won the bid.

DPW bids went out today. Subs file first. June 20th deadline.

Library projects can go out to bid after July 1st.

Front awning of Town Hall lined up and ready to go. DPW ready to transport it.

Sewer Department I&I problems, lots of infiltration.

**IV. Discuss process and timeline for updating capital plan, ADA plan.**

Members discuss whether or not to create a large capital list to help identify items that area in late stage deferred maintenance. Mr. Garrison and Mr Obear mention including HVAC equipment on the list then having the DPW review and finally return the list the CIC to hold onto.

#### **V. Discuss CIC role in road, bridge, and sewer infrastructure.**

The many failing bridges of Montague are discussed, South Street Bridge will be repaired in 2025 at a estimated cost of \$3 million (DOT)

The CIC should get access to the state “book of bridges” and access also to the reports of each bridge in town, in available. Mr. Garrison says thesis a good idea from a visibility standpoint and also to keep up communication with the public.

MR. Ellis is going to ask for capital improvement plan with green yellow and red identifying markers.

The CIC discussed bringing in the DPW to help identify roads and sewer projects.

#### **VI. Next meeting**

Nest meeting set for July 24th at 3pm in downstairs conference room.

MR. Bowman motions to adjourn, Mr Obear seconds. Passes 5-0